

Employee Post-Travel Disclosure of Travel Expenses

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SECRETARY OF THE SENATE
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Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): American Public Transportation Association (APTA)

Travel date(s): October 14-15, 2019

Name of accompanying family member (if any): _____

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	\$252.67	\$461.35	\$136.04	
<input checked="" type="checkbox"/> Actual Amount				

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate				
<input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.):

Attended APTA TRANSform Conference on 10/14/19, which consisted of visiting the products showcase and then participating as panelist in the "Congress and the Year Ahead" session.

11-13-19
(Date)

Homer Carlisle
(Printed name of traveler)

W. Spencer Carlisle
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

11/13/2019
(Date)

Shirley Brown
(Signature of Supervising Senator/Officer)

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Date/Time Stamp:

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Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Homer Carlisle

Employing Office/Committee: Senate Banking Committee, Ranking Member Brown

Private Sponsor(s) (list all): American Public Transportation Association (APTA)

Travel date(s): October 14-15, 2019

Note: If you plan to extend the trip for any reason you must notify the Committee.

Destination(s): 2019 TRANSform Conference - New York City, NY

Explain how this trip is specifically connected to the traveler's official or representational duties:

I am Ranking Member Brown's lead staff member for public transportation, which falls under the Banking Committee's jurisdiction. I have been invited to participate in a panel session on October 14th at APTA's conference to discuss the Banking Committee's plans to reauthorize Federal Transit Administration (FTA) programs, which expire next year. I would also attend other conference sessions and the conference's product showcase on the 14th to learn and discuss how proposals for reauthorization could affect the public transportation industry.

Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

9/12/19

(Date)

Homer Carlisle

(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Sherrod Brown hereby authorize Homer Carlisle
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

9.12.19

(Date)

Sherrod Brown

(Signature of Supervising Senator/Officer)



**AMERICAN
PUBLIC
TRANSPORTATION
ASSOCIATION**

August 13, 2019

Mr. Homer Carlisle
Democratic Professional Staff Member
Senate Committee on Banking, Housing, and Urban Affairs
534 Dirksen Senate Office Building
Washington, DC 20510

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PRESIDENT AND CEO

Paul P. Skoutelas

Dear Mr. Carlisle:

The American Public Transportation Association (APTA) is a nonprofit, international association of 1,500 public and private sector organizations that represent a \$71 billion industry, which directly employs 430,000 people and supports millions of private sector jobs. It is my pleasure to invite you to the 2019 TRANSform Conference, APTA's reimagined Annual Meeting, to be held October 13-16, 2019, at the Marriott Marquis, New York, NY. We expect public-sector and private industry transit professionals will join us in New York. TRANSform is where learning, sharing, experiencing, and networking will take center stage, providing the latest in policy, technology, and new mobility ideas.

In particular, we invite you to participate in the congressional staff session: "Congress and the Year Ahead in Transportation". This session is scheduled for Monday, October 14, at 2 p.m. This session will provide a good opportunity for you to brief APTA members on your committee's efforts and priorities for the 116th Congress. In addition, we invite you to attend educational sessions on Transformational Technology, Innovate Funding for Transit at the State and Local Levels, U.S. Department of Transportation Update and Improving Transit Resilience to Natural Disasters.

APTA will provide you with hotel accommodations and meals, as well as roundtrip train fare between Washington, DC, and New York, NY, in accordance with congressional ethics rules. I expect that you may want to arrive Monday (10/14) and return on Tuesday (10/15), but we are happy to work with you on other travel times as appropriate. We will be following up with additional information in the coming days to facilitate approval from the Committee on Ethics.

If you have any questions, please contact APTA's TaNeesha Johnson (202.496.4892; tjohnson@apta.com). Thank you in advance for considering this opportunity to discuss legislative issues of importance to APTA's members. We know our members would benefit from your insights and the information you can share.

Sincerely,

Paul P. Skoutelas

Paul P. Skoutelas
President and CEO

FD-302 (Rev. 11-27-70)

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

- Private Sponsor Certification - Page 1 of 4

9. USE ONLY IF YOU CHECKED QUESTION 6(B)

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

- ☒ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

[OR]

- ☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

OR

- ☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. USE ONLY IF YOU CHECKED QUESTION 9(B)

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

APTA is the sole sponsor and organized and conducted the event.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

To strengthen and advance public transportation. The trip provides education and information

sharing opportunities between the staffer and a broad spectrum of the public transportation industry.

Briefly describe each sponsor's prior history of sponsoring congressional trips:

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

APTA has sponsored similar trips annually for more than 20 years.

[illegible]

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

Each year, APTA presents conferences and webinars. Each event is developed to improve the

knowledge, professional and technical skills, and networking opportunities for public transportation

officials at all levels.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate	\$106 - Train fare \$ 24 - Taxi fare	\$399/night-tax not included	\$114	
<input type="checkbox"/> Actual Amounts				

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

a) without regard to congressional participation.

18. Reason for selecting the location of the event or trip

The location was pre-selected by APTA's members through a committee process. (See addendum for the completion of item 18.)

19. Name and location of hotel or other lodging facility:

Marriott Marquis, New York, NY

20. Reason(s) for selecting hotel or other lodging facility:

The hotel was selected for its proximity to the meeting's location, it's an adequate facility to host a conference, and its pricing is competitive.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Lodging expenses are \$399, above the federal per diem of \$288. Meal expenses are \$114 for one day and one travel day, this total is the combination of the daily per diem of \$57 for the first and last travel day.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

The type of travel provided will be rail passenger train, coach class.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

n/a

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor: Paul P. Skontala

Name and Title: Paul P. Skoutelas, President and CEO

Name of Organization: American Public Transportation Association (APTA)

Address: 1300 I Street, NW Suite 1200 East, Washington, DC 20005

Telephone Number: (202) 496-4889

Fax Number:

E-mail Address: pskoutelas@apta.com

Addendums for Senate Private Sponsor Travel Certification Form-2019 APTA TRANSform Conference

Homer Carlisle, Democratic Professional Staff Member

Addendum to item #18:

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Congressional Staff Itinerary: APTA 2019 TRANSform Conference New York City, NY; New York Marriott Marquis

		Monday, October 14, 2019	
10:44 AM			Arrival at Penn Station (New York City)
10:00 AM	11:30 AM	1.5 hours	Creative Funding Opportunities at the State and Local Level Funding and finance ideas and new approaches for your community Demand for quality public transportation services continues to grow—as does the need to find creative ways to pay for them. Proven innovations include congestion pricing and transit ballot measures, and these two approaches for raising capital have made big news in New York and across the country. Our panel of experts will provide fresh insights into the dynamics of different revenue initiatives and an insider look at funding and finance options you can bring home to your community.
11:30 AM	12:00 PM	30 minutes	Lunch
12:00 PM	1:30 PM	1.5 hours	PRODUCTS & SERVICES SHOWCASE Discover what's new, what's next and what's happening now across the world of public transit Many business members' products and services are showcased at the 2019 TRANSform Products & Services Showcase. Registrants can view these, learn about services and explore everything on display. Experts are on hand to answer your questions as you discover what's new and innovative in the world of public transit equipment and services.
2:00 PM	3:30 PM	1.5 hours	Congress and the Year Ahead in Transportation With Congress moving forward on the FAST Act reauthorization and annual transportation funding legislation, this session features a discussion of the critical steps necessary for Congress to enact major infrastructure proposals and funding bills. It will feature the key Congressional staff representing House and Senate committees responsible for public transportation funding, formulas, and policies.
4:00 PM	5:00 PM	1 hour	GENERAL SESSION: USDOT Update
5:15 PM	6:30 PM	1.25 hour	Planning, Policy and Program Development Committee <i>(This session provides educational opportunities for congressional staffers to hear from APTA members and better understand the issues and concerns.)</i>
9:35 AM			Tuesday, October 15, 2019 Departure from Penn Station (New York City)

14-00000

We have contacted MTA staff, and they are willing to host us on Tuesday, October 15th for approximately 3 hours for a briefing and tour of the East Side Access project and 2nd Avenue Subway stations between approximately 9am and 12:00 pm. With permission of the Senate Ethics Committee, Jen Deci and I propose to delay our return train from New York until a 2pm departure (Amtrak Northeast Regional #93) in order to facilitate the proposed tour and necessary travel time from the tour to Penn Station.

We would be happy to discuss any questions regarding the extension request. Thank you.

7 June Carlisle

Professional Staff Member for Ranking Member Brown

Ext. 4-5586 or Homer Carlisle@banking.senate.gov